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TCS-2308-65
11 March 1965
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MEMORANDUM FOR: Assistant for Administration, NPIC

SUBJECT: PSD Report for February 1965

1. Attached is Production Services Division report of services and production for the Month of February 1965.

2. The Photo Lab processed 199 briefing graphics which resulted in 13,443 reproductions.

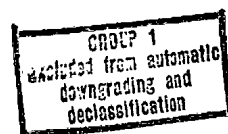
3. One hundred and twenty nine (129) new missions were received, controlled and dessorinated during the month. Special and/or non-scheduled courier and messenger trips were 502 and 228 respectively. Pouches prepared for overseas shipment numbered 33.

Chief, Production Services Division,
NPIC

Attachment:
As stated

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KEYHOLE CHANNELS
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SECRETTCS-2308-65 (Attachment)
11 March 1965
Copy 1PRODUCTION SERVICES DIVISION

Report for February 1965

PHOTO LAB BRANCH

<u>Type Project</u>	<u>No. Requests</u>	<u>Contact Prints</u>	<u>Enlargements</u>	<u>Copy Camera</u>	<u>Total</u>
Direct National PI	657	14,227	4,247	2,531	21,005
Direct National Non-PI	25	1,442	1,151	27	2,620
Indirect National PI	26	124	13	128	265
Indirect National Non-PI	6	24	105	7	136
Direct Dept. PI	283	5,294	2,592	349	8,235
Direct Dept. Non-PI	45	1,626	77	33	1,736
Indirect Dept. PI	---	---	---	---	---
Indirect Dept. Non-PI	5	---	4	13	17
General Operations	124	2,479	593	816	3,888
<u>TOTAL</u>	1,171	25,216	8,782	3,904	37,902

REPRODUCTION PRINTING BRANCH

<u>Type Project</u>	<u>Printing Impressions</u>	<u>Diazo Prints</u>	<u>TOTAL</u>
Direct National PI	1,263,845	435	1,264,280
Direct National Non-PI	3,320	---	3,320
Indirect National PI	114,984	582	115,566
Indirect National Non-PI	114,000	---	114,000
Direct Dept. PI	11,010	119	11,129
Direct Dept. Non-PI	---	54	54
Indirect Dept. PI	---	---	---
Indirect Dept. Non-PI	3,650	58	3,708
General Operations	232,306	415	232,721
<u>TOTAL:</u>	1,743,115	1,663	1,744,778

<u>Type Reports</u>	<u>No. Reports</u>	<u>No. Impressions</u>
OAK	4	101,415
MCI	18	393,570
IPIR	5	35,310
Detail Reports	132	733,550
Other Reports	16	244,830
Miscellaneous	---	234,440
<u>TOTAL:</u>	175	1,743,115

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TCS-2308-65 (Attachment)

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Copy 1INFORMATION CONTROL BRANCHCategory by Type Activity

<u>Registry Activity</u>	<u>Monthly Average /1</u>	<u>January 1965</u>	<u>February 1965</u>
Dissemination /2	2,921	3,619	2,738
No. of Documents Handled	42,502	33,713	45,910
 <u>Files Activity</u>			
Requests	3,042	3,307	2,992
Items Loaned	18,507	21,483	18,397
Bulk Shipments Handled	246	260	201
Number of Boxes	2,142	2,227	1,281
Total Weight (Pounds)	104,612	101,370	66,806
 <u>Courier Activities</u>			
No. of Pouches Handled	3,514	3,236	3,239
No. of Courier Runs	509	497	502
No. of Miles Driven	8,850	8,453	8,785
Internal Courier Service (Pieces)	11,168	10,707	10,569
Number of Trips	537	542	532

/1 - Average established during December 1964, January and February 1965./2 - Includes all documents and items controlled by report and/or copy number.**SECRET**